



**Health Services**  
LOS ANGELES COUNTY

Los Angeles County  
Board of Supervisors

June 8, 2006

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First District

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The Honorable Board of Supervisors  
County of Los Angeles  
383 Kenneth Hahn Hall of Administration  
500 West Temple Street  
Los Angeles, California 90012

Dear Supervisors:

Bruce A. Chernof, MD  
Director and Chief Medical Officer

John R. Cochran III  
Chief Deputy Director

William Loos, MD  
Acting Senior Medical Officer

**APPROVAL OF AMENDMENT NO. 1 TO AGREEMENT NO. H-701561  
WITH EAST LOS ANGELES COLLEGE ON BEHALF OF THE LOS  
ANGELES COMMUNITY COLLEGE DISTRICT AND AMENDMENT  
NO. 2 TO AGREEMENT NO. H-700275 WITH EL CAMINO COLLEGE,  
WORKPLACE LEARNING RESOURCE CENTER  
(All Districts) (3 Votes)**

IT IS RECOMMENDED THAT YOUR BOARD:

313 N. Figueroa Street, Suite 912  
Los Angeles, CA 90012

Tel: (213) 240-8101  
Fax: (213) 481-0503

[www.ladhs.org](http://www.ladhs.org)

*To improve health*

*through leadership,  
service and education.*

1. Approve and instruct the Director of Health Services, or his designee, to sign Amendment No. 1, substantially similar to Exhibit I, to Agreement No. H-701561 with East Los Angeles College on behalf of the Los Angeles Community College District (East Los Angeles College) for health information (medical records) coding training services, to extend the Agreement, effective July 1, 2006 through June 30, 2007, with no increase to the maximum obligation.
2. Approve and instruct the Director of Health Services, or his designee, to sign Amendment No. 2, substantially similar to Exhibit II, to Agreement No. H-700275 with El Camino College, Workplace Learning Resource Center for post-licensure nursing education services, to extend the Agreement, effective July 1, 2006 through December 31, 2006, with a maximum obligation of \$75,000.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTIONS:

In approving these actions, the Board is extending these Agreements for health information (medical records) coding training services and post-licensure nursing education services to continue ongoing training programs for Department of Health Services' (DHS or Department) employees who are



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interested in becoming Medical Record Coders, and for nurses who would like additional training. The current Agreements expire on June 30, 2006.

#### Implementation of Strategic Plan Goals

Approval of the recommended actions will further the County's Strategic Plan of Service Excellence, Workforce Excellence, and Community Services.

#### FISCAL IMPACT/FINANCING:

For Amendment No. 1 to Agreement No. H-701561, there is no increase to the maximum obligation of \$694,488. For Amendment No. 2 to Agreement No. H-700275, the maximum obligation is \$75,000 for a revised total maximum obligation of \$374,324 for the entire term of the contract.

Program expenditures have been reflected in the Fiscal Year (FY) 2006-07 Proposed Budget. The State and County continue to discuss full implementation of the Health Care Workforce Development Program (HCWDP) in the amount of \$40 million, as agreed to under the 1115 Waiver Extension. To date, the Department has only received \$15.2 million of the \$26.6 million State funding commitment. On April 19, 2006, your Board sent a letter to the Governor requesting the remaining State funding of \$11.4 million. The Legislature is currently considering a State general fund contribution to cover the \$5.7 million payment anticipated in FY 2006-07. If the State does not allocate funds for the HCWDP in FY 2006-07, DHS will return to your Board with further recommendations regarding the HCWDP and these two Agreements.

#### FACTS AND PROVISIONS/LEGAL REQUIREMENTS:

Since Fiscal Year 2003-04, the HCWDP has been sponsoring programs for DHS employees in partnership with local community colleges.

##### East Los Angeles College

On August 30, 2005, the Board approved an Agreement with East Los Angeles College to provide health information (medical records) coding training services effective upon Board approval through June 30, 2006. At that time, the Board also instructed the Director of Health Services (Director) to report back with an implementation plan to provide Medical Record Coder training at educational institutions in the South Los Angeles area.

On December 20, 2005, the Board approved an Agreement with Charles R. Drew University of Medicine and Science (Drew University) for medical record coding training services effective

date of Board approval through June 30, 2006, with a provision for two one-year automatic extensions through June 30, 2008. There are now two accredited college-level Medical Record Coder training programs in Los Angeles County.

The Amendment with East Los Angeles College will extend the Agreement by 12 months, effective July 1, 2006 through June 30, 2007, and continues the provision of two levels of medical record training: 1) "Beginning" for those without training in medical records coding, and 2) "Advance" for those who have successfully completed the Beginning/Basic training at East Los Angeles College. This ongoing training provides graduates an opportunity to fill vacancies in DHS facilities thereby reducing DHS' dependence on contract services. The commencement of classes was delayed because it took longer than expected to enroll sufficient students.

#### El Camino College, Workplace Learning Center

On September 25, 2001, the Board delegated authority to the Director to execute Agreements with maximum obligations up to \$300,000, with prior approval by County Counsel, to implement the HCWDP.

On April 29, 2004, under delegated authority, the Director executed an Agreement with El Camino College, Workplace Learning Resource Center, to provide various post-licensure nursing education services through June 30, 2005 with a maximum obligation of \$299,324. On July 1, 2005, Amendment No. 1 was executed to extend the Agreement through June 30, 2006 to continue the services with no increase to the maximum obligation.

Amendment No. 2 extends the Agreement through December 31, 2006 with a maximum obligation of \$75,000 to provide additional classes since there are more nursing employees than expected.

The HCWDP is responsible for the monitoring of both Agreements.

These Amendments include updated Board-mandated provisions.

County Counsel has approved the Amendments (Exhibits I and II) as to form.

Attachment A provides additional information.

#### CONTRACTING PROCESS:

On September 25, 2001, the Board of Supervisors delegated authority to the Director to execute HCWDP training contracts with maximum obligations up to \$300,000.

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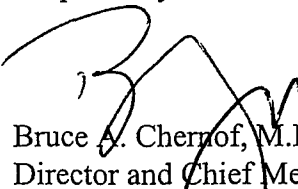
The Amendments with East Los Angeles College and El Camino College, Workplace Learning Resource Center, exceed the \$300,000 limit

IMPACT ON CURRENT SERVICES (OR PROJECTS):

Training services for DHS employees will continue uninterrupted.

When approved, the Department requires three signed copies of the Board's action.

Respectfully submitted,



Bruce A. Chernof, M.D.  
Director and Chief Medical Officer

BAC:lm  
ELAandElCamino WDP.m.wpd

Attachments (3)

c: Chief Administrative Officer  
County Counsel  
Executive Officer, Board of Supervisors

SUMMARY OF AMENDMENTS1. TYPE OF SERVICE:

Health information (medical records) coding training services and post-licensure nursing education services.

2. CONTRACTOR ADDRESSES AND CONTACT PERSONS:

East Los Angeles College on behalf of the Los Angeles Community College District  
 1301 Avenida Cesar Chavez, Room E-140  
 Monterey Park, CA 91754  
 Robert Isomoto, Vice President, Administrative Services  
 Telephone: (323) 265-8669  
 Susan Fox, Director, Regional Contract Academy Training  
 Telephone: (323) 265-8855

El Camino College, Workplace Learning Resource Center  
 13430 Hawthorne Blvd.  
 Hawthorne, CA 90250  
 John Means, Dean  
 Community Advancement Division  
 Telephone: (310) 973-3163

3. TERM OF AMENDMENTS:

The term of Amendment No. 1 to Agreement No. H-701561 is July 1, 2006 through June 30, 2007. The term for Amendment No. 2 to Agreement No. H-700275 is July 1, 2006 through December 31, 2006.

4. FINANCIAL INFORMATION:

For Amendment No. 1 to Agreement No. H-701561, which began in August 30, 2005, there is no increase to the maximum obligation of \$694,488. For Amendment No. 2 to Agreement No. H-700275, the maximum obligation is \$75,000 for the July 1, 2006 through December 31, 2006 period for a revised total maximum obligation of \$374,324. Program expenditures have been reflected in the Fiscal Year 2006-07 Proposed Budget.

5. DESIGNATED ACCOUNTABLE FOR PROGRAM EVALUATION:

Health Care Workforce Development Program.

6. APPROVALS:

Health Care Workforce Development Program: Diane Factor, Director

Contracts and Grants Division: Cara O'Neill, Chief

County Counsel: Elizabeth J. Friedman, Sr. Deputy County Counsel